

SANDY CITY
APPROVED POSITION SPECIFICATIONS

I.	<u>Position Title:</u> Referee Arbiter (PT non-benefitted)	<u>Revision Date:</u> 12/13
		<u>EEO Category:</u> Paraprofessional
		<u>Status:</u> Non-exempt
		<u>Control No:</u> 55808

II. Summary Statement of Overall Purpose/Goal of Position:

Under the direction of the Recreation Coordinator, hires, trains, schedules and supervises the officials for baseball, basketball, flag football, lacrosse, and soccer.

III. Essential Duties

- Follow City/Department policies and procedures.
- Enforce guidelines, rules and sportsmanship.
- Hire, train, schedule, and supervise officials.
- Report any issues or concerns with officials to the Program Coordinator.
- Ensure safety of staff, participants and citizens.

IV. Marginal Duties:

- Perform other duties as assigned.

V. Qualifications:

Education: Requires high school diploma or equivalent, or current enrollment.

Experience: Requires experience officiating in baseball, basketball, flag football, lacrosse, and soccer; prefer complete knowledge of the rules of each sport; prefer experience in supervisory capacity.

Knowledge of: Baseball, basketball, flag football, lacrosse, and soccer officiating; proper English usage.

Responsibility for: Great responsibility for the care, condition, and use of materials, equipment, tools, etc. Great responsibility for instructing and supervising referees to ensure games are staffed, and referees use rules to make officiating decisions which affect the activities of people.

Communication Skills: Work and communicate effectively verbally and in writing. Contact and supervision of officials to train them in presenting and executing officiating rules.

Tool, Machine, and Equipment Operation: Occasional use of office equipment including telephone, computer, copy machine, and fax machine.

Analytical Ability: Establish and maintain effective working relationships with employees and the public; work independently and with the officials in creating an effective working plan.

VI. Working Conditions:

Physical Demands: Moderate physical exertion is present because of running with the game if necessary; employee will stand for long periods of time; may be required to lift or move up to 25 pounds.

Work Environment: Frequent exposure to heat, cold and wet/humid conditions; continual field work; frequent exposure to noise; moderate mental effort is required daily; moderate mental pressure exists due to exposure to interpersonal conflicts and scheduling difficulties; hours worked are Saturdays and evenings.

The above statements are intended to describe the general nature and level of work being performed by the person(s) assigned to this job. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required of personnel so classified. The approved class specifications are not intended to and do not infer or create any employment, compensation, or contract rights to any person or persons. This updated job description supersedes prior descriptions for the same position. Management reserves the right to add or change duties at any time.

DEPT/DIVISION APPROVED BY: _____ DATE: _____

PERSONNEL DEPT. APPROVED BY: _____ DATE: _____